

## THE MINUTES OF THE PUBLIC RECREATION COMMISSION

November 18<sup>th</sup>, 2014

The regular meeting of the Public Recreation Commission was held on Tuesday, November 18<sup>th</sup>, 2014 at the CRC Main Office, 805 Central Ave., Suite 800 with the following Commissioners present: Messrs. McConnell, Nelms and Mme. Denno. Staff in attendance: Mmes. Haerr, Sanders, Arszman, Watson, Simmons, Schirmann, Smith, Finnell, and Messrs. Pacella, Finley Jones, Pinson, Gerth, Witherspoon, Pierson, Williams, Boehnlein, Heyl and Dan Jones.

President Dawn Denno called the meeting to order at 3:00 p.m.

### PROGRAM HIGHLIGHT – Youth & Family Services

Melissa Haerr, Administrative Specialist for the Indoor/Outdoor Maintenance Division introduced the Service Area Coordinators for each region. They gave an in depth presentation about their division. Full presentation is on file.

Robert Boehnlein, of the West Region, spoke about the new disc golf course that opened at Dunham Recreation Center. His highlights also included the Dempsey field renovation which had 60 volunteers, the Dyer Park painting project for Keep Cincinnati Beautiful and the Millvale/Wayne P&G makeover which won Best Event by the OPRA with over 400 volunteers.

Finley Jones, from the Central Region, talked about the partnership with the Reds for the Urban Youth Academy and the Hirsch ball field renovation.

Wayne Pinson, from the East Region, discussed the renovation at LeBlond Recreation Center and the Reds Rookie Success league at Schmidt field.

Mr. Pacella said that these guys do a fabulous job. There is not more experience in the city. Mr. MacConnell stated that this was really good information and he never knew the scope of their responsibilities. Mr. Nelms asked which neighborhood was the highest trash area. Mr. Pinson answered

that Over the Rhine had the most trash, but Mondays are tough everywhere. Mr. Nelms asked about over time. Mr. Pinson said that they know where the issues will be and they send more people to those areas. Mr. Nelms asked if they liked their jobs. Mr. Jones answered that of course they do or they wouldn't be there.

### MINUTES

Mr. MacConnell moved to approve the minutes of the November 18<sup>th</sup>, 2014 regular meeting. Mr. Nelms seconded.

Motion passed unanimously.

### CORRESPONDENCE

#### Otto M. Budig, Jr. – Senior Hall of Fame

Mr. Pacella shared a letter from Commissioner Budig regarding his attendance at the Senior Hall of Fame and his congratulations on a great event.

#### James K.L. Lawrence – Fencing Scholarship Donation

Mr. Pacella shared a letter from James K.L. Lawrence regarding his donation of \$1,000 to be used as a scholarship for CRC's fencing program at the Corryville Recreation Center.

### TEAM HIGHLIGHTS

#### Team Highlights

The Commission congratulated 3 retirees – Rob Williams, Arnelle Dow and Marketia Hoff. Mr. Williams and Ms. Dow reflected on their years with Recreation and spoke about their affection for the department. Ms. Hoff was unable to attend.

### Introduction of the Hunger Alliance Team

Tim Heyl introduced staff members of the Hunger Alliance Team – Kim Smith, Lisa Thomas, Brandi Sanders, Greg Pierson, Don Folden, Karen Smith, Tonaruse Witherspoon and Kim Easley (who wasn't able to attend). Ms. Sanders stated that since the program began, kids have not known a day without a meal. Mr. Nelms said that this team has acquired skills. You have to care above and beyond. Mr. Witherspoon said he noticed how much of a blessing this is for the kids. Ms. Smith said that they are currently serving 75 per day and they expect it to be more in the future. Ms. Thomas said that a lot of these teens are homeless. Mr. Folden added that this program is bringing us together.

Ms. Denno asked how long the program will continue. Mr. Heyl answered that CRC has no fiscal responsibility. It's a federal program that is run through the state. Mr. Nelms said that it speaks to the range of physical and emotional needs in the community. Mr. Pacella added that it helps to see the passion in these folks.

### Lunken Trail Markings

Mr. Pacella recognized Brian Amrhein and Mike Timon for the great job they did on the trail markers at Lunken. They were very organized and detail conscience on a very visible project. These markers will be used to tell emergency response teams where an individual who may need help is located on the trail.

### DIRECTOR'S REPORT

#### John Singletary – Blue and Gold Award

Dianne Schirmann introduced Mr. John Singletary, who won the NAACP Blue and Gold Award for his work with the North Avondale Tennis program for kids. The Commission offered their congratulations to Mr. Singletary on a great job.

### Director, Superintendent & SRC Positions Update

Mr. Pacella said the Director position application process closed on November 14<sup>th</sup> with 64 applicants. Central Human Resources will go over eligibility and screening. Ms. Denno said that the Commission will initiate a committee comprised of two Commissioners, 1-2 CRC staff and a recreation professional from a nearby city.

Mr. Pacella also announced that Steve Gerth would be interim Superintendent. April Durham and Jincey Yemaya would split temporary SRC duties for the Central region.

### Special Events – Fall/Winter

Mr. Pacella discussed the highlights of the Fall/Winter calendar. Don Folden, from the Evanston Recreation Center, discussed the all-volunteer Community Thanksgiving Dinner held on Thanksgiving Day. They expect 250 people and this year will be the best so far.

### Wheelchair Basketball at NKU Article

Mr. Pacella shared an article that appeared on Cincinnati.com about CRC's wheelchair basketball program playing at NKU.

### Senior Hall of Fame Montage

Mr. Pacella shared a photo montage of the Senior Hall of Fame event that took place at the Hyatt Regency.

### Tentative Recreation Commission Schedule

Mr. Pacella gave the Commission a list of possible dates for the 2015 Commission meetings. An official schedule will be presented to the Commission in December.

#### All Staff Meeting Update

Mr. Pacella discussed the All-Staff meeting that took place at the Pleasant Ridge Recreation Center. Deborah Allison from Risk Management discussed open enrollment for insurance. Tommie Lewis presented the results of the Climate Assessment Audit.

#### Climate Assessment Update

Mr. Pacella discussed the next steps in the climate assessment process. The focus groups are meeting and forming subgroups. Mr. MacConnell said that in his meetings with Tommie Lewis, he was very impressed with Mr. Lewis as an individual. Mr. Pacella said that Mr. Lewis really balanced his message and he did a great job at the All-Staff meeting. Mr. Nelms added that his message was totally unscripted.

#### Great American Cleanup – Ziegler & Grant Parks

Mr. Pacella discussed CRC's involvement in the cleanup at Ziegler and Grant Parks. CRC lent 2 staff to each section and they did a great job.

#### Family Magazine "Best Day Camp" Finalist

Mr. Pacella stated that Camp CRC was a finalist in Family Magazine's – Best Day Camp category. He added that it was a good effort on behalf of everyone in the department. Ms. Denno said that this is good for public relations.

#### October Financial Reports

Ms. Watson presented the October Financial Reports. CRC is now 4 months into the 2015 fiscal year. We are at 25% of the spending budget which is on target. Fund 323 is up in revenue and up a little in expenses.

## YOUTH COMMISSIONER REPORT

### Meeting Update

Alex Folson reported that in his meeting with Tim Heyl that they are on the same page regarding his duties as the Youth Commissioner. He will look at the website to see how best to make it more youth friendly. He will visit centers as a secret shopper.

## PLANNING & ENGINEERING

### Capital Projects Update

Dan Jones gave the highlights from the Capital Projects Update report. The highlights include:

- Doing the punch list for Clifton and Price Hill
- Price Hill – waiting for the flooring and inspections.
- Westwood Town Hall – renovation of the exterior begins 12/1.
- Ryan Ball field started renovation.
- Bond Hill Pool – replacing the floor

Ms. Denno asked about the East Hyde Park development by the tennis courts.

Mr. Pacella said that he attended a meeting. There are a lot of opportunities and struggles for parking. They are feeling out the process. There are some areas where drainage is a problem and would help us if it were fixed.

### 6 Year Capital Master Plan

Mr. Jones presented the 6 year capital master plan. Mr. Nelms asked if there was anything that concerned the department. Mr. Pacella answered that internal staff went over the plan and they were comfortable with it.

Mr. Nelms moved to accept the 6 Year Capital Master Plan as presented. Mr. MacConnell seconded.

Motion passed unanimously.

## 5 Property Swaps

Mr. Jones informed the Commission of 5 properties that are to be transferred:

1. LeBlond / St. Rose area property: Proposal to swap the three city owned parcels to the east of the old CPS building and Framers Alley for the land between the river and the old CPS building. This would allow a continuous recreational space between the LeBlond and St. Rose properties, allow DOTE to install their walking trail less expensive than the proposed path that would be constructed out onto the river bank and give GCWW easements for their water lines on the old CPS property. The CRC property is owned by the Park Board but maintained by CRC. It is vacant land with no functional CRC use. The developer would construct additional row type houses along Riverside Drive. An agreement between city departments and the developer is in progress. Coordinated reports will be circulated for approval.
2. Hoffman Recreation Area: CPS previously owned the site where the Hoffman Baseball fields and old pool are located. They sold the school building and land, and CRC still maintains the baseball and old pool areas. The new owner has offered to donate the baseball field land to CRC. The old pool house would remain with the new owner. A phase one environmental inspection is being scheduled.
3. Evanston Recreation Complex: There are two parcels along Hackberry Street that have been offered for sale to CRC. A third parcel owned by the port will be donated if we purchase the other two. Acquiring these parcels would expand the recreational area for users. The site would be cleaned up, old fence and over grown brush removed. These parcels are along a walking path to the site off of Hackberry. An appraisal is being done and an environmental assessment is needed.

4. At Old Findlay Recreation Area, 3CDC is proposing to purchase an adjacent building. They will need to add exterior stairs to the building per building codes, which requires a no build easement 10' from the stairs. This 10' no build easement extends onto the CRC owned Old Findlay Recreation Area where a playground exists. The 10' will not interfere with anything onsite. The Law department is starting the proposed easement process.
5. Wayne Recreation Area: The owner of the undeveloped land (2.3 acres) next to Wayne Recreation Area has offered to donate the land to CRC if the renovated basketball courts will be named after Oscar Robertson. This land includes the entrance drive to the site that CRC currently has an easement for. A phase one environmental inspection is being scheduled.

#### OLD BUSINESS – None at this meeting

#### NEW BUSINESS

##### Make It Plain Contract

Mr. Pacella stated that the Make It Plain contract is a direct award. Everything is already in place. Mr. MacConnell asked if the total amount was \$38,000. Mr. Pacella answered yes. Ms. Denno asked about the timeline. Mr. Pacella stated that they are getting the sub-committees going. Ms. Denno asked about the completion date. Mr. Pacella answered the end of February. It depends on how long each item takes. Ms. Denno asked if we need to rework the timeline. Mr. Pacella said that he would get the information.

Mr. MacConnell moved to approve the scope of the work in the contract for Make It Plain Consulting considering possible modification of the timeline. Mr. Nelms seconded.

Motion passed unanimously.



### 2015 Fees and Charges

Mr. Pacella presented Commission with Fees and Charges for 2015. He explained that they are mostly the same as last year, except for summer day camp. Mr. Nelms asked if there was a fee for late pick up. Ms. Finnell says that there is a charge for every 15 minutes someone is late. Mr. Nelms asked if this includes vouchers. Ms. Finnell answered yes. Ms. Denno asked what the age range is for summer day camp. Ms. Finnell answered 6-12 years old.

Mr. MacConnell moved to approve the Fees and Charges for 2015 as presented. Mr. Nelms seconded.

Motion passed unanimously.

### NEXT COMMISSION MEETING

The next meeting of the Public Recreation Commission will be held on Tuesday, January 20<sup>th</sup> at the Bush Recreation Center, 2640 Kemper Lane, Cincinnati, OH (06).

Mr. MacConnell moved that the Meeting of the Public Recreation Commission be adjourned. Motion seconded by Mr. Nelms.

Motion passed unanimously.

Meeting adjourned by President Dawn Denno at 4:30 p.m.

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Dawn Denno, President

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Steve Pacella, Interim Director

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Minutes prepared by Bunny Arszman